



Employment Application

A completed Employment Application is required for consideration for any open position. Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to their application and/or interview process should notify the Human Resources Department.

WILMINGTON AUTO GROUP IS AN EQUAL OPPORTUNITY EMPLOYER

Today's Date <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> MONTH DAY YEAR		POSITION APPLIED FOR				
		INTERNAL USE ONLY <input type="checkbox"/> Location:				
PERSONAL	FIRST NAME	MIDDLE NAME	LAST NAME	PREFERRED NAME		
	ADDRESS		CITY & STATE	ZIP CODE	PHONE NO.	
	U.S. CITIZEN? <input type="checkbox"/> YES <input type="checkbox"/> NO		ARE YOU LEGALLY ELIGIBLE TO WORK IN THE UNITED STATES? <input type="checkbox"/> YES <input type="checkbox"/> NO <small>If you are offered and accept a position, you will be required to provide proof of authority to work in the United States and to complete Form I-9 Employment Eligibility Verification. Employment will be contingent on providing such proof. *</small>			
	EMAIL ADDRESS (PLEASE PRINT CLEARLY)			SOCIAL SECURITY NO. (OPTIONAL)		
	PERSONAL INTERESTS: HOBBIES, SPORTS, CIVIC ACTIVITIES, CLUBS, ETC.					
EDUCATION	HIGH SCHOOL - NAME/LOCATION OF HIGH SCHOOL ATTENDED		HIGHEST GRADE COMPLETED	DID YOU GRADUATE? <input type="checkbox"/> YES <input type="checkbox"/> NO		
	COLLEGE OR UNIVERSITY	ADDRESS	DATES ATTENDED FROM TO	DEGREE RECEIVED	DATE	SUBJECT OF SPECIALIZATION
FOREIGN LANGUAGES YOU CAN SPEAK, READ OR WRITE						
EMPLOYMENT HISTORY	LIST PAST EMPLOYMENT RECORD AS COMPLETELY AS POSSIBLE, STARTING WITH YOUR PRESENT OR MOST RECENT EMPLOYER. INCLUDE SELF-EMPLOYMENT & SUMMER EMPLOYMENT.					
	RESUME ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO					
	EMPLOYER'S CONTACT INFORMATION		DATE MONTH/YEAR	WAGE OR SALARY	JOB TITLE/TYPE WORK	REASON FOR LEAVING
	PRESENT OR LAST EMPLOYER		FROM	\$		
	ADDRESS		TO:			
	PHONE					
	PREVIOUS EMPLOYER		FROM	\$		
	ADDRESS		TO			
	PHONE					
	PREVIOUS EMPLOYER		FROM	\$		
ADDRESS		TO				
PHONE						
PREVIOUS EMPLOYER		FROM	\$			
ADDRESS		TO				
PHONE						

* We participate in E-verify. For more information on E-Verify, contact DHS at: 1-888-464-4218



INTEREST	DESCRIBE ANY GEOGRAPHICAL/TRAVEL RESTRICTIONS		WHAT PERCENTAGE OF TIME ARE YOU WILLING TO TRAVEL?			
	APPROXIMATE EARNINGS EXPECTED: \$		Per HOUR (Circle)	Per YEAR	BONUS/OTHER:	
	SCHEDULE CAN YOU WORK ANY DAY OF THE WEEK? <input type="checkbox"/> YES <input type="checkbox"/> NO IF NO, WHEN CAN'T YOU WORK?		SHIFTS CAN YOU WORK ANY SHIFT? <input type="checkbox"/> YES <input type="checkbox"/> NO PREFERRED SHIFT(S) <input type="checkbox"/> AM <input type="checkbox"/> PM <input type="checkbox"/> Saturday			
MILITARY	LIST BRANCH OF SERVICE	DATE ENTERED	DATE SEPARATED	RANK WHEN SEPARATED		
	DO YOU HAVE U.S. ARMED FORCES OR NATIONAL GUARD OBLIGATIONS? <input type="checkbox"/> YES <input type="checkbox"/> NO			IF YES, DESCRIBE		
SKILLS	LIST ANY SPECIAL SKILLS OR CERTIFICATIONS					
	LIST MACHINES / EQUIPMENT / SOFTWARE ON WHICH YOU HAVE EXPERIENCE, INCLUDE NUMBER OF YEARS					
	LIST PROFESSIONAL MEMBERSHIPS, OFFICES HELD, OR SPECIAL AWARDS RECEIVED					
EMPLOYMENT	ARE YOU CURRENTLY EMPLOYED? <input type="checkbox"/> YES <input type="checkbox"/> NO	MAY WE CONTACT YOUR CURRENT EMPLOYER? <input type="checkbox"/> YES <input type="checkbox"/> NO		IF HIRED, ARE YOU WILLING TO ACCEPT A TRANSFER OR RELOCATE? <input type="checkbox"/> YES <input type="checkbox"/> NO		
	WERE YOU REFERRED? <input type="checkbox"/> YES <input type="checkbox"/> NO	PLEASE INDICATE WHO REFERRED YOU OR HOW YOU HEARD ABOUT THE JOB				
	LIST ANY RELATIVES EMPLOYED BY WILMINGTON AUTO GROUP			POSITION HELD/JOB TITLE	RELATIONSHIP TO YOU	
	HAVE YOU EVER BEEN EMPLOYED BY WILMINGTON AUTO GROUP <input type="checkbox"/> YES <input type="checkbox"/> NO			DATE STARTED - DATE SEPARATED	REASON FOR LEAVING	
	HAVE YOU EVER BEEN CONVICTED OF A FELONY OR MISDEMEANOR DRUG OFFENSE? IF YES, EXPLAIN			<input type="checkbox"/> YES <input type="checkbox"/> NO		
HAVE YOU EVER BEEN CONVICTED OF ANY OTHER FELONY OR MISDEMEANOR? IF YES, EXPLAIN			<input type="checkbox"/> YES <input type="checkbox"/> NO			
ARE YOU PRESENTLY UNDER ANY PROBATIONARY SENTENCE? IF YES, EXPLAIN			<input type="checkbox"/> YES <input type="checkbox"/> NO			
Answering "yes" to any of these questions does not constitute an automatic rejection for employment. Date of the offense, seriousness and nature of the violation, rehabilitation, and position applied for will be considered.						
DO YOU HAVE TRADE SECRETS AND/OR NON-COMPETITIVE OBLIGATION WITH PRESENT OR PREVIOUS EMPLOYER? IF YES, PLEASE SPECIFY			<input type="checkbox"/> YES <input type="checkbox"/> NO			

APPLICANT STATEMENT *Please read carefully before signing.*

I certify that my answers are true and complete to the best of my knowledge. I authorize you to make such investigations and inquiries of my personal, employment, educational, financial, and other related matters as may be necessary for an employment decision. I hereby release employers, schools or individuals from all liability when responding to inquiries in connection with my application. I understand that that WILMINGTON AUTO GROUP does not lawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicants from consideration for employment on any basis prohibited by local, state or federal law.

I understand that any information provided that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (1) eliminate me from further consideration for employment, or (2) may result in discharge from service whenever it is discovered.

SIGNATURE	DATE
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